

Minutes

Wednesday, January 10, 2024
Finance Board Meeting – 6:00 p.m.
Town Hall Community Room 1st Floor & Virtual
27 Sturbridge Rd.
Holland, MA 01521

Board Members in attendance: Chair K. Peret; A. Harhay; P. Tortolani; C. Robertson

Members virtually in attendance: None

Others virtually in attendance: K. Landers Select Board (SB)

Guests in attendance: S. Stout Town Administrator (TA); B. Anger (ABC)

Meeting called to order by Chair at: 6:02p.m.

Topics of Discussion:

1. Approval of Meeting Minutes:

Minutes for December 13, 2023

Motion to approved minutes by: A. Harhay 2nd by: P. Tortolani All voted in favor

2. Review of Finance Meeting Decorum:

Decorum was read at the beginning of meeting as a reminder of expectations during a meeting.

3. Budget Template:

Discussed layout of budget spreadsheet for FY25 where many suggestions were made including to add budget history of previous years. A few corrections were made to show accuracy of budget numbers for several departments.

4. Budget Requests Received to Date:

An update of the departments that have completed and submitted their budget request forms for FY25 was presented. Numbers on current spreadsheet will be updated for the next Finance Board (FB) meeting to show all requests submitted to date. After a more in-depth review of the FY25 budget spreadsheet, a brief dialogue on which additional items should be included in the spreadsheet was discussed and considered to be built in to the current budget formula.

5. Update on Compensation Study Progress:

TA has reached out to Collins Center, has not heard back yet. In the meantime, Finance Board can use the data provided last year by Accountant and Treasurer for reference and analysis as desired. TA stated she has verified with Treasurer/Payroll that stipend positions are considered Town employees, as stated and questioned at previous Finance Board meeting.

6. Update of Capital Budget Planning Committee Progress:

Several departments have appointed their designated representative for the committee. K. Landers to represent the (SB); Planning Board (PB) is still pending committee designee. A. Harhay volunteered to represent the FB in the committee.

Motion for Andy Harhay to be the Finance Board representative on the Capital Planning Committee made by: P. Tortolani 2nd by: C. Robertson All voted in favor

Committee meetings to start in February during regular business hours based on members availability. Once meetings are established FB representative will give updates from the Capital Planning Committee during round table comments.

7. Select Board Comments & Town Administrator Report:

E. Fancy of SB was absent for tonight's FB meeting.

- TA updated that Conservation Commission submitted their budget request for FY25 with detailed information and will be sending to FB. She is still waiting for input from other (SB) members and will give an update once available.

- SB approved for TA to attend the Annual Trade Show & Conference taking place Friday-Saturday, Jan. 12-13, 2024.

- TA Received a letter notifying of increase in rates for Town Counsel.

- Town received an unrestricted donation from Norcross Wildlife Foundation in the amount of \$5,000 for use at the discretion of the (SB)

- Holland's apportionment of the Fair Share Amendment for FY24 \$99,066, which will automatically be incorporated into our MassDOT Ch.90 funds.

8. Roundtable Comments:

The concerns over the upcoming budget shortfall and cuts and the implications on the town were briefly discussed. In response TA stated that this was the topic of a recent call with Ann Gobi Director of Rural Affairs and will be a topic for upcoming calls and at the MMA Annual Meeting. We will definitely be impacted and any money that has been earmarked for towns will likely be pulled or cut back. She will bring more info on this topic at the FB meeting as information becomes available. A FB member brought up the importance of the grant writer especially now with the potential budget cuts and asked if any progress was made. TA will be discussing the grant writing concern at the next SB budget meeting.

Motioned to adjourn meeting by: A. Harhay **2nd by:** C. Robertson All voted in favor

Meeting adjourned by Chair at: 7:11 p.m.

Respectfully submitted by:

Brenda Anger

All Boards Clerk

Town of Holland

413-245-7108